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304 CLASS 4 TEACHING CERTIFICATE POLICY<sup>1</sup>

Unless the teacher is certified with a Class 1, 2, or 5 specifically endorsed for vocational subjects, a Class 4 is required for all vocational teachers who teach subjects for which high school credit is given, and who teach in post-high schools, vocational-technical schools, community colleges, or junior colleges where state certification of the teacher is a requirement for federal or state reimbursement of programs.

The three types of Class 4 certification are as follows:

1. Class 4A

- a. Eligibility for the Class 4B certificate as specified below.
- b. Bachelor's degree
- c. This certificate is issued for five years and is renewable on completion of one year of successful teaching experience in the area of endorsement during the five-year period plus the presentation of acceptable evidence of completion of six additional quarter credits in professional course work, or in technical study, or the equivalent in industrial experience as determined in consultation with the teacher's supervisor and/or the Superintendent of Public Instruction.
- d. Upon obtainment of the master's degree, this certificate is renewable on completion of one year of successful teaching experience in the area of endorsement.

<sup>1</sup>Approved by the Board of Public Education on June 9, 1975

2. Class 4B

- a. High school graduate or GED certificate.
- b. A teacher of secondary and post-secondary trade and industrial education, technical education, and health occupations shall have had at least 10,000 hours (5 years) of work experience or apprenticeship training equal to 10,000 hours in the occupation or combination of occupations related to the specific field in which they are to teach. A teacher of other occupations requires a minimum of 2,000 hours of experience.

The following criteria will be considered in evaluating occupational work experience for trade and industrial education, technical education, and health occupations:

1. Each period of work experience must be ten weeks or more of continuous employment with an employer.
2. Experience and teaching experience gained while in the military will be evaluated on an individual basis.
3. Applicants may be certified with less than the minimum work experience upon satisfactory completion of an approved occupational competency test.
4. The applicant must meet state or local licensing standards when required in the occupations in which he seeks certification.
5. Graduates of approved two-year vocational-technical programs may receive 4,000 hours (2 years) credit toward the experience requirement.

A teacher whose work experience varies from the requirements cited above may be approved by the Office of Public Instruction.

A report of these dispositions will be made to the Board of Public Education.

- c. A program of college work or the equivalent including the following:
1. Fifteen quarter (10 semester) credits of college work in general background courses distributed in at least three of the following fields, selected by the student to strengthen his specialized vocational area: English, social studies, humanities, science, mathematics.
  2. Completion of the following courses or their equivalents:  
Principles and/or philosophy of Vocational-Technical Education;  
Curriculum construction in Vocational-Technical Education or Job Analysis;  
Instructional materials and devices in Vocational-Technical Education;  
Teaching methods -- Vocational-Technical subjects;  
Vocational-Technical Organization and Management;  
Vocational Guidance.
  3. Ten credits or a minimum of 150 clock hours of student teaching.  
Two years of successful teaching experience on a Class 4C (Temporary) certificate may be substituted for the student teaching requirement.

- d. This certificate is issued for five years and is renewable on completion of one year of successful teaching experience in the area of endorsement during the five-year period plus the presentation of acceptable evidence of completion of six additional quarter credits in professional course work, or in technical study, or the equivalent in industrial experience as determined in consultation with the teacher's supervisor and/or the Superintendent of Public Instruction.
3. Class 4C (Temporary)
- a. High school graduate or GED certificate.
  - b. Experience as required for the Class 4B.
  - c. Issuance of the Class 4C (Temporary) certificate is dependent upon the applicant's signing a Plan of Professional Intent leading to a Class 4B certificate.
  - d. The Class 4C (Temporary) certificate is issued for five years and is not renewable.